

Charter Audit Committee Minutes

Tuesday, September 4, 2018

Department of Education

700 East Fifth Street

Carson City, NV

MEMBERS IN ATTENDANCE

James Smack, Chief Deputy Controller, Office of State Controller

CJ Manthe, Director, Business and Industry

Rebecca Feiden, Director, Achievement School District

Michael Shafer, Audit Chairman, Department of Education

Steve Weinberger, Administrator, Division of Internal Audit

Mike Dang, Management Analyst IV, State Public Charter School Authority

GUESTS PRESENT

Beth Kohn Cole, Owner, Kohn and Co.

David Gardner, Sr. Deputy D.A., Office of Attorney General

Greg Ott, Chief Deputy Attorney General, Office of Attorney General

STAFF PRESENT

Suzanne Richards, Charter Audit Committee Secretary, Nevada Department of Education

I. ROLL CALL/CALL TO ORDER

After calling the meeting to order at 9:00 am, Chairman Smack called the roll of the committee.

II. PUBLIC COMMENT I

Chairman Smack asked for comments from the public but there were no members of the public present who wished to comment.

III. APPROVAL OF MINUTES

The committee had no comments or corrections regarding the minutes from the July 24th meeting. Ms. Manthe motioned in favor of accepting the minutes as written and Mr. Shafer seconded the motion. The committee voted on and unanimously passed them.

IV. REVISIONS OF RFQ CRITERIA

Chairman Smack asked Ms Feiden to present the changes she made regarding the RFQ.

Her revisions included the following changes:

- a) She made formatting changes to the document in order to comply with ADA requirements.
- b) She included both a "Full application" as well as an "Expedited Application" to the RFQ.
- c) She included information to make the RFQ more understandable by adding forms and checklists to it.
- d) She aligned the language changes to what the committee previously agreed on.
- e) She made other language changes to reflect previous conversations.
- f) She changed the point system and added an Appendix D to clarify the GASS review as being acceptable under certain circumstances.

Chairman Smack thanked Ms. Feiden for her work concerning the RFQ.

He asked that she include a "Self-Scoring" document regarding the criteria which he thought would make the application process easier. The committee agreed to vote on the changes at a later meeting.

Ms. Feiden asked for further clarification from Mr. Ott regarding the criteria for the changes which were made concerning the GASS and GAGAS Review. Mr. Ott responded that he felt no further changes were required.

V. REVIEW SUGGESTIONS RELATED TO THE RFQ AND AUDIT GUIDE PROVIDED BY MS. KOHN

Chairman Smack asked Ms. Kohn if she had any additional remarks or comments regarding the revisions to the RFQ

Ms. Kohn asked the committee if it would be appropriate to include the timing for the submission of the RFQ. She felt that an earlier launch would be better for the responding auditors in general. She also asked the committee for clarification of what type of references were going to be required. The committee agreed that only the name and contact information would be sufficient for the requirement needed.

Ms. Kohn stated that her other revisions were sent to Nate Hanson at the Department of Education and that she is still waiting to hear back from him regarding them.

VI. DISCUSSION OF WAIVER FOR OBTAINING A PEER REVIEW

Chairman Smack addressed the Initial Peer Review that would be required of the applicants. He asked Mr. Weinberger for his concerns.

Mr. Weinberger stated that he was OK with firms not having the GAGAS Review completed when an application is initially submitted, but stressed the need for a closer inspection when applications are received without the needed review.

Mr. Ott asked if the waiver would be an annually based exemption or would it be allowed for all of the three years? Mr. Weinberger clarified that a waiver would have to be submitted each year on an annual basis.

Chairman Smack asked for clarification regarding how long the third year of the exemption would extend. Ms Kohn responded by stating that generally a response is given by the GAGAS Review committee within the timeframe as is outlined by the committee.

VII. AUDITOR LIST TIMEFRAME

Chairman Smack established a timeframe for the approval of the RFQ and the subsequent meetings for its release.

VIII. PUBLIC COMMENT

Chairman Smack asked for comments from the public for a second time, but there were no members of the public present who wished to comment.

XIV. ADJOURNMENT

Chairman Smack declared the meeting adjourned at 9:46 am.